



Republic of the Philippines  
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DA-CO-AS-SO20240212-00059

**SPECIAL ORDER**

No. **223**

Series of 2024

**SUBJECT : AUTHORITY TO ATTEND THE SUPERVISORY DEVELOPMENT PROGRAM (SDP) COURSE 1: ACHIEVING LEADERSHIP EFFECTIVENESS**

In the interest of service, the following Information and Communications Technology Service (ICTS) personnel are hereby authorized to **attend** on official time the Supervisory Development Program (SDP) Course 1: Achieving Leadership Effectiveness, to be conducted by the Civil Service Commission – National Capital Region (CSC-NCR) on March 19-20, 2024 via online platform:

NAME	POSITION
1. Ms. DARLENE R. ABAINZA	Information Technology Officer II
2. Mr. WILFREDO V. MOGADO	Information Technology Officer II

They are authorized to **collect** the registration fee of **Three Thousand Two Hundred Pesos (PHP 3,200.00)** each, chargeable against DA-ICTS funds, subject to its availability and existing government accounting and auditing rules and regulations.

Further, participants are required to submit a Learning Application Plan (LAP) to the Human Resource Development Division (HRDD) within five (5) days after the training.

In the event of withdrawal or non-attendance, a written explanation signed by their immediate supervisor is required.

Done this 15<sup>th</sup> day of February 2024.

**FRANCISCO P. TIU LAUREL JR.**  
Secretary